

MAYOR'S ADVISORY BOARD ON COMMUNITY DEVELOPMENT

1st HEARING – February 10, 2011

Members of the Advisory Board present: Richard Bossung (chairman) Paul Bower, Michael French, and Andrea Wellnitz. Also present: Mayor John Dennis, Department of Development staff Chandler Poole and Dale Dixon, City Council members Peter Bunder and Ann Hunt and representatives from local public service agencies were also in attendance.

Mr. Bossung called the meeting to order at 6:30 p.m. Advisory Board members and Department of Development staff introduced themselves.

Mayor Dennis expressed his appreciation to the applicants for their service and contribution to our community. He also thanked the Advisory Board for their time and commitment. Mayor Dennis commented with the state of the economy, there will be even more people in need of services. He stated, although it is still uncertain how much the 2011-2012 grant will be, the city will designate as much funding as allowed to the public service agencies.

Mr. Bossung also thanked the representatives of the public service agencies for their work. He commented that the Advisory Board is cognizant of the tremendous needs of the public service agencies and that the Board tries to be as fair and open as possible. The purpose of the public hearing is to review performance and progress of the CDBG program over the past year.

Mr. Dale Dixon, Housing Program Coordinator for the Department of Development thanked the Advisory Board and the public service agency representatives for their contributions of time and cooperation in meeting the requirements of the grant. Mr. Dixon stated the presentations should be kept to five minutes.

Chandler Poole, Director of Development commented that during the past two years, funding has been designated for work in Gumball Alley. The project has taken longer than anticipated; no additional funding will be requested for the project at this time which will make more money available for sidewalk repair and curb ramps etc.

Mr. French made a motion to approve the March 10, 2010 minutes. Mr. Bower seconded. The minutes were approved as written 4-0.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Mr. Bossung stated the proposals will be heard in the order in which they were received.

2010-2011 One Year Action Plan

Mr. Dixon stated that the notification of the 2011 allocation has not been made. Until the actual allocation has been determined, the 2010 funding level will be used. It is hoped that the 2011 funding will be about the same as last year.

PRESENTATIONS

1. A request for **General Program Administration** was presented by Dale Dixon, Housing Program Coordinator of the **City of West Lafayette** Department of Development for \$85,000. Costs are related to staff time and various administrative expenses associated with the administration of the grant. All time spent on the grant is accounted for. The amount requested is less than the maximum allowable under HUD regulations. Consulting fees, travel and training are also covered. The City will make every effort to keep costs as low as possible. The City's administrative allowance also includes the partial administrative expenses of New Chauncey Housing Inc. up to \$40,000 FY 2010-2011.
2. Beth Cook spoke on behalf of the City of West Lafayette **Engineering Department** which requested \$365,000 for the **Sidewalk/Curb Replacement & Curb Ramp Installation Program**. The assessment of sidewalks has identified numerous areas in the target area. The funds will be used to replace deteriorating sidewalk and curb and install curb ramps at all intersections on DeHart and Connolly Streets from Salisbury to Rose Streets. Last year's funds are covering the last section of Robinson between Stadium and River Road and also Rose between Stadium and Robinson. The sidewalk on the east side of Robinson will connect to the new Wabash Heritage Trail which is being built by the Parks Department. 1,781 low to moderate income persons will benefit from the project.
3. The City of West Lafayette **Fire Department** Chief Phil Drew requested \$25,000 for the proper repair of the apparatus bay floor at Fire Station No. 1 which is in the Village area and has been in operation since 1917. The funding will provide for the replacement of the deteriorating section of the floor in the apparatus bay with high strength concrete which will support the 30,000+ pound fire engine. The city's engineering department has provided preliminary work from which an estimate has been determined.
4. Ann Brandyberry, Executive Director of **New Chauncey Housing, Inc. (NCHI)**, which is a nonprofit housing coordinator for the City of West Lafayette, requested \$100,000. The organization's goal is to assist low to moderate income persons or families find affordable housing in the city. Last year, NCHI purchased three homes, sold four homes and rehabilitated eight homes. One additional home is in the process of

being rehabilitated. Seven households throughout the city also received emergency repair assistance this past year. Affordable housing to low to moderate income families is provided which helps limit the conversion of single-family homes to rental housing. NCHI is interested in providing mortgage workshops designed to inform first-time homeowners about simple home maintenance and property improvements. Events regarding the use of environmentally friendly materials are also being planned. Since its inception in 1998, NCHI has purchased 50 homes with the help of CDBG funding. Nearly 40 households have received emergency repair assistance. CDBG funds help provide continuing citywide stabilization efforts. NCHI has served 16 families with a combined total of 24 children.

Before the public service agency requests were heard, Dale Dixon clarified some issues regarding the use of the CDBG funds and beneficiary reporting. Provided recipients are within the HUD income requirements, all residents of the City of West Lafayette, not just those within the low/mod income areas designated on the maps, are eligible to receive benefits. Mr. Dixon also noted that the 7/1/09 -6/30/10 performance review and the 7/1/10 -12/31/10 progress reports were included in the packets. The combined public service limit of 15% and general program administration limit of 20% of the total grant amount were reviewed.

5. Joyce Fasani, Shelter Director for **Lafayette Urban Ministry (LUM)**, requested \$8,000 for the Emergency Homeless Shelter. The shelter is located at 525 N. 4th Street in Lafayette. The shelter serves individuals in the low to moderate income levels. Last year 424 guests received overnight shelter for a total of 8,081 bed nights. Hot evening meals, clean linens, showers, toiletries and a small breakfast were provided between the hours of 9 p.m. and 7 a.m. Case management is required of every guest who stays in the shelter. It is anticipated that approximately 400-450 West Lafayette residents will utilize their services.

6. Jennifer Flora, Chief Executive Officer for the **Mental Health America of Tippecanoe County** requested funding for the MHA Day Shelter and Supportive Housing Program in the amount of \$8,500. The day shelter is located at 913 Columbia Street. The day shelter serves individuals experiencing homelessness during the daytime hours. Doors are open at 7:00 a.m. and remain open until 8:30 p.m., 365 days a year. Safe shelter, crisis intervention, food, showers, personal hygiene items, access to a telephone, mailing address for job applications and government forms are provided. Last year a total of 672 individuals were served. Extensive case management services are also provided. The MHA provides extensive outcome-based services in a safe place to local residents who are without homes, many of whom have no income and would otherwise be on the streets. Funding for the MHA Day Shelter from other sources has been reduced.

7. Danielle Gaylord, Domestic Violence Intervention and Prevention Program Director of the **YWCA**, requested \$5,800 for supplemental funds to provide shelter services and crisis life-saving intervention for women and children who are experiencing violence in their home. The shelter is open 24 hours a day and 365 days a year. While in the shelter, women are provided with intensive case management services to assist in locating

housing, employment, childcare, and emotional support. In 2010, protective orders were filed for 32 residents of West Lafayette. Comprehensive services which include activities focused on supporting victims of domestic violence, preventing the cycle of abuse and public education about issues related to domestic violence are provided.

8. The Center @ Jenks Rest (**Tippecanoe Council on Aging**), Executive Director, Catherine Moran, requested \$6,000 for the Care-A-van Transportation Program. The Care-A-Van program is a door-through-door assisted transportation service for seniors 60 years and older and disabled people of all ages in Tippecanoe County. Appointments are set Monday-Friday between 9 a.m. and 2 p.m. There is no charge for the service, although donations are accepted. In 2011, it is anticipated that 40-50 West Lafayette seniors or disabled people will utilize the service for one-way trips to medical, dental appointments, grocery stores, social service agencies and the Center @ Jenks Rest. The Center currently has a fleet of 5 vehicles and receives a \$.10 - \$.20 per gallon discount for fuel from Newton Oil.

9. **Lafayette Transitional Housing Center** Executive Director, Jennifer Layton, requested \$8,000 for the **Family and Singles Transitional Housing Program** which is a long term homeless shelter. Lafayette Transitional Housing Center currently operates three different programs all targeted to helping the homeless become self-sufficient. The transitional housing programs are for homeless families with children, and for homeless men and women. Both programs strive to help the homeless learn the tools they'll need in order to become self-sufficient and permanently housed after the completion of their program. Recipients have to want to change their situation, work full time or go to school full time and work part time. It is anticipated that approximately 100 West Lafayette residents will be served in 2011. Case management is the key to their success. 100% of the families that completed the program left with permanent housing and income.

10. **Lafayette Transitional Housing Center** Executive Director, Jennifer Layton, requested \$5,000 for the **Supportive Services Program** which is located at the Howarth Center. The program is for people who are homeless or at risk of becoming homeless. Case management is provided to clients on-site. Clothing, showers, meals, a food pantry, and a computer lab are available to help people become self-sufficient. The number of people utilizing the food pantry has doubled in the past year. The funding request is to help pay for case management services. Of the 308 adults discharged from the program, 90% left with permanent or supportive housing and 70% had increased income.

11. **Food Finders Food Bank, Inc.** Executive Director, Katy Bunder, made a request for \$5,000. Food-Finders Food Bank is a warehouse and distribution center that receives, sorts, stores, freezes and redistributes food that might otherwise be discarded. Food Finders Food Bank serves 163 agencies in 16 contiguous counties in Mid-North Indiana. In order to receive food from Food Finders Food Bank, an organization must be a non-profit organization or church that meets a list of criteria. The food must be given away with no cost to the clients. Last year Food Finders provided 83,363 pounds of food and

non-food products spending a combined total of \$9,967 to the four Tippecanoe County Agencies that serve as shelters. These agencies paid \$11,081.42 for the food, which at retail would cost \$133,381 and resulted in a savings of \$123,414. Food-Finders Food Bank also provides backpacks of food to school children in the free lunch program so that they have food on the weekends. This program has increased over 111% from last year. A mobile pantry started in 2010 which distributes perishable food has been very successful. A summer feeding program has also been initiated which provides sack lunches to four of the subsidized apartment buildings in Lafayette.

12. President and CEO Veronique LeBlanc of **Riggs Community Health Center Referral Services Program** requested \$3,000. The center's mission is to provide primary health care services and enabling services to our community's uninsured and under insured residents. Over 11,000 patients were served in 2010. The Health Referral Program has two components; emergency medication and specialty referral program. Over 100 community specialists have arrangements to provide care to a limited number of patients for a nominal fee or free. Their request represents just under 15% of the total Referral Services Program budget.

13. **Tippecanoe County Child Care** Executive Director, Marilyn Redmond, requested \$20,000. Tippecanoe County Child Care request is to help support the sliding fee scale which is offered to all families with low to moderate incomes. The sliding fee scales help support the numerous families that fall into the gap of their income being too high to qualify for federal funding but too low to afford the full cost of care. Of the 238 children enrolled in December, 2010 92% were in the low to moderate income level, 68% received federal funding assistance to help pay for child care and 29% received reduced child care fees through Tippecanoe County Child Care's sliding fee scale.

14. **Family Services, Inc.** CEO Sally Byrne requested \$3,500 for the Home Care Program. The purpose of the program is to assist frail and elderly individuals and persons with disabilities who are unable to perform routine activities of daily living such as light housekeeping, personal assistance, grocery shopping, meal preparation, and paying bills. The mission of the program is to empower families and individuals with life skills and knowledge to achieve life sustaining self-sufficiency and improve their quality of life. The goal of the Home Care Program is to keep clients in their own home and out of a nursing home. The Home Care Program estimates 6 West Lafayette residents will be served.

Representatives from the various agencies requesting funding answered any questions from the Advisory Board.

Announcements

Mr. Bossung announced the next hearing at which the one year action plan will be presented as Wednesday, March 9 at 6:30 p.m. Rating sheets have already been provided to the Advisory Board as well as the Common Council members. Actual funding amounts are unknown at this time. Mr. Bossung advised the committee to make their

recommendations on the anticipated amount of funding. It was requested if the grant came in at a variance greater than 5% less of the estimated amount of \$477,115; the Advisory Committee would reconvene to discuss the distribution. Mr. Dixon noted that the public service allocations will be announced at the March 9, 2011 meeting.

The comment period will be from April 6, 2011 to May 5, 2011. Submission to HUD will be on or before May 13, 2011 after the Common Council approves the resolution authorizing the Mayor to submit the application. The appropriation by the Council will occur in June 2011 pending an approved federal budget. As in past years, it is anticipated the money will not be available until mid-August. The program year starts July 1, 2011.

Public Comment

Public comment was requested. There were no additional comments or questions from the committee or the public. There was no further business.

On motion of Mr. French and seconded by Ms. Wellnitz, the meeting adjourned at 7:48 p.m.

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